

**Capital Planning Committee  
Meeting Memorandum  
December 19, 2002**

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In attendance were:

Steve Andrew \*  
John Bilafer \*  
John FitzMaurice  
Charles Foskett, Chairman  
Nancy Galkowski \*  
Dave Kale  
Ruth Lewis  
Anthony Lionetta  
Barbara Thornton

\* Denotes those not in attendance.

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1. **Overview - Community Preservation Act:** Members of the Town's CPA Group (including C. Rowe and P. Howard) made a presentation of the CPA in regard to their upcoming proposal for the Town of Arlington to accept the CPA. They provided an article and their Draft Town Warrant on the Subject. They noted that about 38 communities shared about \$17.8 million last year. To date, 59 communities have voted to accept the CPA. Acceptance of the CPA makes communities eligible for a level of matching dollars from a State trust fund. The law requires that a minimum of 10 percent of CPA funds be spent in each of three categories: Affordable Housing, Historic Preservation, and Open Space. This would suggest that 80 percent could go to Parks and Fields.
2. **Proposal – CPA:** The CPA group is presently proposing the maximum 3 percent tax surcharge amount, as well as the permitted first \$100,000 and the low to moderate income exemptions. The expect amount to be raised would be around \$1,000,000. The Draft Warrant describes how the CPA Committee would be formed and interrelate with other Town Boards/Committees. The CPA is proposing to work with the CPC on the assignment of CPA money to CP projects. They are proposing a five-year life to the Town's acceptance as the CPA (this is the minimum allowed). Each year the Town can vote whether to increase or decrease the percentage for that coming year. Their stated position is that only CP projects would be eligible for CPA funding.
3. **CPC Issues – CPA:** Members of the CPC raised the following general issues/questions:
  - a. How the CPA Committee will function with the CPC Committee and how Town wide priorities will be set.
  - b. The additional tax burden this places on the taxpayers, particularly now with pending overrides and the emerging impact of the voted debt exclusions.

- c. The taking of tax money away from other programs and items given that funds would be essentially earmarked to a relatively narrow group of needs.
- d. What happens if State funding dries up next year. This could mean that we could have this tax levy for 4 more years without the benefit of matching state funds.
- e. There is no guarantee that funds will be matched on a one to one basis. The match is dependent on the number of Towns making requests and the amount of funds that are available that year.

The CPC raised the question whether we could access the CPA trust fund without raising taxes. The CPA Group indicated that this may be a possibility. It may be possible to use programs/funds already planned to match State funds. The CPA Group agreed to research this. Barbara T. will make contact with P. Howard and draft suggested revisions to the CPA's Draft Warrant.

- 4. **CPA Meetings:** The CPA Group is planning outreach meetings on January 7, 8 and 9. Tony L. will attend one of these sessions.
- 5. **Capital Budget Values:** Charlie F. distributed worksheets for the Five-Year Capital Plan, FY04 Budget and Plan Debt Service. The CPC performed a review of the Draft Budget noting exceptions / adjustments. The following were noted; Repeater reduced from \$34,000 to \$15,000; Under IT: delete first two items (total \$20,000), Library MLN reduced from \$12,500 to \$11,400 and Reverse 911 moved to FY 05 and 06; Cook's Hollow, delete duplicate entry under Bond; Reservoir Dam, delete duplicate entry under Bond; Waldo Playground move to Other; and Move Dump Truck (\$60,000) from Cash to Bond.
- 6. **Plan Target Values:** The CPC discussed possible scenarios for a reduced CP this year. These assumed a 12 percent and a 20 percent reduction may be required in the Town's Overall budget. The 20 percent scenario equates a \$12,500,000 shortfall and the 12 percent scenario equates to a \$5,000,000 Over-Ride. Relative to the Cash column: Last year's forecast for this year was - \$1,030,000; with a 12 percent reduction it would be - \$524,000 and with a 20 percent reduction it would be - \$203,000. The CPC performed a quick over view of the Cash column to explore the means of achieving these values.
- 7. **Meeting Adjourned.** Next scheduled meeting is 1/903.